

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765

EXAMINATION REPORT
OF

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 2 AND 302
ALEXANDRIA, INDIANA

January 1, 2004 to December 31, 2004



TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials	2
Independent Accountant's Report.....	3
Schedule of Collections and Distributions.....	4
Notes to Schedule of Collections and Distributions	5
Statistical Information.....	6
Exit Conference.....	7

OFFICIALS

Office

Official

Term

Chairman, Bureau of Motor
Vehicles Commission

Gerald Coleman
Mary DePrez
Joel Silverman

01-06-02 to 02-29-04
03-01-04 to 01-09-05
01-10-05 to 01-11-09

Branch Manager

Joy L. Street

01-01-04 to 12-31-05



STATE OF INDIANA

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE STATE BUREAU OF MOTOR VEHICLES COMMISSION

We have examined the Schedule of Collections and Distributions of the State Bureau of Motor Vehicles Commission License Branch Numbers 2 and 302 (Branch) for the period of January 1, 2004 to December 31, 2004. The Branch's management is responsible for the schedule. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the Schedule of Collections and Distributions and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the schedule referred to above presents fairly, in all material respects, the cash transactions of the Branches for the year ended December 31, 2004, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

November 11, 2005

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 2 AND 302
 ALEXANDRIA, INDIANA
 SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS
 January 1, 2004 to December 31, 2004

	Branch Number 2	Branch Number 302	Totals (Memorandum Only)
Collections:			
Registrations	\$ 2,075,305	\$ 67,240	\$ 2,142,545
Titles	320,628	8,128	328,756
Drivers licenses	81,661	2,625	84,286
Watercraft	59,260	1,849	61,109
Miscellaneous	<u>373</u>	<u>5</u>	<u>378</u>
Totals	<u>\$ 2,537,227</u>	<u>\$ 79,847</u>	<u>\$ 2,617,074</u>
Distributions:			
State fees	\$ 1,063,052	\$ 32,873	\$ 1,095,925
County tax	1,240,856	39,446	1,280,302
Commission fees	<u>233,319</u>	<u>7,528</u>	<u>240,847</u>
Totals	<u>\$ 2,537,227</u>	<u>\$ 79,847</u>	<u>\$ 2,617,074</u>

The accompanying notes are an integral part of the schedule.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 2 AND 302
ALEXANDRIA, INDIANA
NOTES TO SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS

Note 1. Introduction

The Motor Vehicles Commission was created to manage the motor vehicle license branches. The Bureau of Motor Vehicles is a separate state agency which provides support services to the Commission controlled license branches. The license branches collect fees which fund the Motor Vehicles Commission. The license branches collect and forward county taxes (excise tax, wheel tax, and surtax) and state fees. The Commission has one contractual branch that is administered by an individual contractor according to Bureau policies. The Commission has developed a mobile license branch to serve the need of CDL license issuance and other special needs as they arise.

Note 2. Collections and Distributions

Each branch collects fees and taxes when vehicle and watercraft registrations, titles, and drivers licenses are sold. Fees are uniform throughout the state.

The total daily collections are deposited to a single bank account. From this account the collections are distributed to separate bank accounts which are not controlled by the license branch and belong to the state, county and Bureau of Motor Vehicles Commission.

Note 3. Banking System

The Bureau of Motor Vehicles Commission has entered into an agreement with Bank One for a cash concentration system. The system utilizes a series of individual noninterest bearing accounts (clearing accounts) from which all fees and taxes are transferred.

Note 4. Satellite Branch

This report contains financial and statistical information for both Alexandria License Branch Number 2 and Summitville License Branch Number 302. The Summitville License Branch is a satellite branch of the Alexandria Branch. The Summitville License Branch has limited hours of operation and all personnel and support are provided by the Alexandria License Branch. The Summitville License Branch was closed June 4, 2005.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 2 AND 302
 ALEXANDRIA, INDIANA
 STATISTICAL INFORMATION
 January 1, 2004 to December 31, 2004

<u>Transactions Processed</u>	<u>Branch Number 2</u>	<u>Branch Number 302</u>	<u>Totals (Memorandum Only)</u>
Vehicle registrations:			
Passenger	8,908	315	9,223
Motorcycle	513	19	532
RV (housecar)	339	16	355
Light truck	5,194	167	5,361
Other truck	358	5	363
Farm truck	150	16	166
Tractor	65	5	70
Trailer	2,216	92	2,308
Semitrailer	205	10	215
School and church bus	19	4	23
Other bus	1	-	1
Other	64	1	65
Total vehicle registrations	<u>18,032</u>	<u>650</u>	<u>18,682</u>
Drivers licenses and permits:			
Drivers licenses/learners permits	3,459	111	3,570
CDL licenses/CDL permits	276	6	282
Placards	552	19	571
Other	2,128	73	2,201
Total drivers licenses and permits	<u>6,415</u>	<u>209</u>	<u>6,624</u>
Titles:			
Vehicles	6,414	174	6,588
Watercraft	135	3	138
Total titles	<u>6,549</u>	<u>177</u>	<u>6,726</u>
Total watercraft registrations	<u>722</u>	<u>30</u>	<u>752</u>

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 2 AND 302
ALEXANDRIA, INDIANA
EXIT CONFERENCE

The contents of this report were discussed on November 16, 2005 with Joy L. Street, Branch Manager. Our examination disclosed no material items that warrant comment at this time.